



STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST TO AMEND AN EXEMPTION  
FROM HRS CHAPTER 103D CONTRACT

13 NOV -4 A8:12

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer  
FROM: DOH/TSP/CDMC/Tobacco Prevention and Education Program  
*Name of Requesting Department*

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

1. SPO-007, Exemption Reference (PE) Number:	13-089BKa
2. Vendor/Contractor/Service Provider Name:	Hawaii Malls, Inc.

3. Describe the goods, services, or construction: Monthly advertising space (posters) in free standing three (3) sided kiosks in high volume and geographic specific shopping centers and malls throughout the state.
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4. Explain in detail what is being amended: Amending the original amount of \$116,890.22 to \$131,137.22. Additional funds need to be added to include change-out fees for the ads.
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5. Amended contract price for this request: \$ 14247.00
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6. Explain in detail why the amendment(s) are necessary: Tobacco Prevention and Education Program (TPEP) and Tobacco Settlement Project (TSP) will do a collaborative media communications plan based on the needs of populations we serve to reach state health objectives by sharing media space. Changing ads requires a fee of \$4,749.00 x 3 change-outs (total \$14,247.00) o TSP "Rethink Your Drink" booster session will use three months of mall ad space o TPEP media campaign will be slotted in by February 2014 o TSP chronic disease prevention messages will be slotted in by May 2014  Per Tina Vadine
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7. Identify the primary responsible staff person(s) conducting and managing this procurement. Appropriate delegated procurement authority and completion of mandatory training required.)

\*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	Email address
Lola Irvin * <i>LI</i>	TSP	586-4488	lola.irvin@doh.hawaii.gov
Lila Johnson <i>li</i>	TPEP	586-4662	lila.johnson@doh.hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department.  
I certify that the information provided is to the best of my knowledge, true and correct.**

  
Department Head Signature

*11/1/13*  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: *11/5/13*

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

[state.procurement.office@hawaii.gov](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

Approval is granted with the understanding the TSP chronic disease prevention messages will be designed for the same targeted group as the original exemption was intended for and is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. If there are any questions, please contact Kevin Takaesu at 586-0568, or [kevin.s.takaesu@hawaii.gov](mailto:kevin.s.takaesu@hawaii.gov).



Approved



Disapproved



No Action Required

  
Chief Procurement Officer

*12/16/13*  
Date